



# City of Charleston

## YR 2014 Residential Parking Permit Mail-in Form

PERMIT COST: \$10.00 per permit      MAXIMUM (2) PERMITS PER RESIDENCE

TERM: Valid through December 31, 2014

AVAILABLE: December 17, 2013

### REQUIREMENTS:

1. A copy of the vehicle registration for each vehicle requiring a permit. If vehicle registration is in a company name and/or last name differs, please provide a notarized statement from the company or individual authorizing use of this vehicle.
2. One of the following:
  - a. Copy of the current property tax receipt or current property tax bill.
  - b. Copy of closing statement (new property purchase – new owners only)

**Only Homeowner permits can be purchased by mail. Permits will only be mailed to the property for which the permit is being issued; it will not be mailed outside of SC. Renters must come into the office to purchase their permits.**

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***PLEASE NOTE:** all unpaid parking citations must be paid in full, before a new residential parking permit will be issued. For citation totals or any other questions regarding the Residential Parking Permit Program, please call 843-724-7375. Please have all license plate numbers ready for reference. This program administered by: The City of Charleston's Dept. of Traffic & Transportation and Rev. Collections Parking Divisions located: Greenberg Municipal Building, 180 Lockwood, Ste 234 & 235, Charleston, SC 29403.*

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PHYSICAL ADDRESS for which you are applying: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

Please list license plates for which permits will be issued: \_\_\_\_\_

\_\_\_\_\_

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**\*\*\*\*\*Permits are non-transferable and valid only for the registered vehicle \*\*\*\*\***

*Providing false information to obtain a residential parking permit is a violation of Sec. 19-270 of the City of Charleston Code and violators shall be subject to a \$1,097 fine. Further, it shall be unlawful for any person to display an unauthorized parking permit decal. Any person who violates this provision of the City Code shall be subject to a penalty of one hundred dollars (\$100).*